



Policy Analyst (PAE031)

March 6, 2015

Company/Agency: **Chicago Metropolitan Agency for Planning**

Job Category: **Assistant or Associate Level**

Experience Required: **Assistant (0-2 years), Associate (2-4 years)**

Salary Range: **Commensurate with level hired**

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a Policy Analyst. CMAP is the official regional planning organization for the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. CMAP developed and now leads the implementation of GO TO 2040, metropolitan Chicago's first comprehensive regional plan in more than 100 years. To address anticipated population growth of more than 2 million new residents, GO TO 2040 establishes coordinated strategies that help the region's 284 communities address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information.

Position Description

The ideal candidate for this position will be able to assist with and produce regional-scale analyses of land use, housing, and development issues that support the recommendations of GO TO 2040 and development of the next comprehensive regional plan. The policy analyst will produce work on a range of topics, such as jobs-housing balance, fiscal and economic impact of land uses, housing elasticity and supply, the relationship between real-estate trends and long-term land use change, and planning for the interrelated nature of transportation and land use. Work in this area may also relate broadly to CMAP's policies and research on transportation, tax policy, and regional economy topics.

The policy analyst will be responsible for collecting and analyzing data, managing research, and producing reports and issue briefs on housing, land use, and development topics. In addition, this position will support activities monitoring and providing agency direction on federal, state and local public policy, and communicating and coordinating with the agency's partners on issues that affect land use and housing. In this work, the policy analyst will be expected to emphasize the recommendations of GO TO 2040 and work collaboratively with other entities to set regional priorities.

Essential Functions:

- Collect and analyze data on regional land use, development, and housing trends, both within the region and in peer regions.
- Manage or support agency research projects which analyze and report on the housing, land use, and development issues facing northeast Illinois.
- Write reports and issue briefs which explain data trends and the potential impacts of changes in federal, state, or local public policy.
- Enhance the agency's capacity to analyze and forecast public finances related to housing and land use development.
- Monitor and evaluate regional, state, and national policies and initiatives that relate to housing and development issues.
- Present work to relevant CMAP committees and participate in regional groups on these issues as they affect metropolitan Chicago.

Knowledge, Skills and Abilities:

- Demonstrated ability to communicate effectively both verbally and in writing on issues of public policy and planning.
- Excellent data management skills and the ability to manipulate and analyze large data sources, as well as the ability to generate findings from these data and present results.
- Demonstrated skills with microcomputer databases, spreadsheets, and Arc/GIS geographic information systems.
- Demonstrated ability to lead complex research projects and produce reports and issue briefs that are factual, original, compelling and persuasive.
- Strong communication and interpersonal skills and an ability to complement existing projects via independent or team-based work.
- A demonstrated knowledge of real estate analytics as well as housing and land use development issues, particularly at the regional scale.
- Familiarity with the governance structure of northeastern Illinois.

Education and/or Experience:

- A Master's degree in Public Policy, Planning, Economics, Public Administration or a related field is required.
- Prior work experience in a related field is preferred.
- Ability to work effectively in an environment using Microsoft Windows and Microsoft Office products, with adaptability to other software.

Contact Information

Send your resume, cover letter with contact information and **Job Code PAE031**

Email:

hresources@cmap.illinois.gov

Mail:

Human Resources

CMAF: Chicago Metropolitan Agency for Planning

233 S. Wacker Drive, Suite 800

Chicago, IL 60606

Emailed resumes will receive an auto receipt. We do not send receipts for mailed resumes. Position open until filled. The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.